

MINORITY & WOMEN'S BUSINESS ENTERPRISES DIVISION

Indiana Department of
Administration
Certification & Procurement
Guide

Mitchell E. Daniels, Jr.
Governor



Legislative Authority

- ◆ 49 CFR Parts 23 and 26 (DBE)

- ◆ Indiana Code: IC 4-13-1-4; IC 4-13-2-9; IC 4-13.6-3-1

- ◆ Indiana Administrative Code:
25 IAC 5-1-1

Indiana Department of Administration
(IDOA)

GOAL SETTING

M/WBE PARTICIPATION

- ◆ Governor's Commission on Minority & Women's Business Enterprises sets Annual Goals

- ◆ Effective July 1, 2005

– Construction:	MBE 6%	WBE 6%
– Professional Services:	MBE 7%	WBE 10%
– Supplies:	MBE 3%	WBE 3%

- ◆ State Agency Procurement
Required participation percentage included in solicitation.

- ◆ Bid, Quote or RFP Evaluation-100 pts
10 points – MBE participation
10 points – WBE participation

DOING BUSINESS IN INDIANA

- ◆ Register with Secretary of State - 45 days prior to submitting bid or RFP , no longer required as of July 1, 2005.
- ◆ Must be in good standing with DOR, DWD
- ◆ Obtain Bidder Registration Number at:
www.buyindiana.in.gov
- ◆ Routinely check Current Solicitations listed at the above IDOA website

WHY APPLY FOR STATE CERTIFICATION

- ◆ Enables your firm to qualify for MBE/ WBE Participation Points and to meet goals on U. S. DOT projects in Indiana.
- ◆ Firms certified as MBE or WBE with the state are often used as resources for other government entities and private companies to develop their Diversity initiatives.
- ◆ State certified M/W/DBE's must be included in ALL state contracts over \$75,000.
- ◆ No application fee.

BIDDING ON PROJECTS

- Businesses registered with the Procurement Division will receive e-mails when solicitations in your business industry are announced; or

Visit: www.buyindiana.in.gov and click onto 'Current Solicitations'

CERTIFIED MINORITY & WOMEN BUSINESS

◆ Qualifications

- Minority or woman...or both
- Owns at least 51% of business
- Possess the expertise required
- Control business enterprise
- Be a U. S. Citizen

Refer to: 25 IAC 5 for more details at:
www.in.gov/idoa/minority

CERTIFIED DISADVANTAGED BUSINESSES

✦ Qualifications for DBE:

- socially & economically disadvantaged (See 49 CFR, Part 26)
- U. S. Citizen or admitted permanent resident;
- Own at least 51% of the business;
- Control the enterprise;
- Possess the required expertise;

DBE CERTIFICATION (CONT'D)

- Personal Net Worth <\$750,000; AND
- Meet the small business size standard as defined by SBA (see 13 CFR part 121.101, www.gpoaccess.gov/cfr/index.html).



DBE is a FEDERAL CERTIFICATION
PROGRAM

VISIT THE M/WBE WEBSITE

www.in.gov/idoa/minority

- ◆ Application Forms (M/W/DBE)
- ◆ Regulations for each category
- ◆ D/M/WBE Directory in Excel format
- ◆ Frequently Asked Questions (FAQs)
- ◆ List of “Wanted” business types
- ◆ Related links

MINORITY & WOMEN'S BUSINESS ENTERPRISES

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www.in.gov/idoa/minority

CONGRATULATIONS ON YOUR INDIANA STATE CERTIFICATION!

